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**From:** Dunn, Alexandra [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=426D0177EAAB4001A5C85F051565997E-DUNN, ALEXA]  
**Sent:** 7/13/2018 9:26:57 PM  
**To:** Lindsay, Jane [lindsay.jane@epa.gov]  
**CC:** Dixon, Sean [dixon.sean@epa.gov]  
**Subject:** Re: odds and ends - mostly for Monday

Thank you! This is great! Have a great weekend!

*Sent from my iPhone*

Alexandra Dapolito Dunn, J.D.  
Regional Administrator  
Region 1 New England  
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***This email is for official EPA business only and may be subject to disclosure under the Freedom of information Act***

On Jul 13, 2018, at 5:23 PM, Lindsay, Jane <lindsay.jane@epa.gov> wrote:

- I think you know that OES SES Interview blocks for next week were released – so you have some free time in the middle of the day on Monday
- With free time on Monday you may want to submit as many timecards in advance as you can (I think you can do three pay periods for six weeks' worth) – and if you haven't submitted for annual leave you will probably want to do that soon – (if you do it ahead of completing timecard leave information auto-populates)
- Lead workgroup meeting came together for Monday – did you want Marilyn to be part of that at this point?
- Stratford's Mayor Hoydick is here for a meeting on Monday at 2 – which may go til 2:45 or so – we told Dan Keefe that we would try to have you pop in and say hello when you finish your meeting with Administrator Wheeler
- Donuts with Dunn is happening on Monday afternoon with ORC, including legal interns who work for OES
- Coffee for Marilyn's "do" was \$19 – you can give to me since I reimbursed Paul for it –
- PFAS event follow-up letters on which you had questions are ready for signing on Monday (they have been amended slightly)